

*City of York Board of Architectural Review*  
*Minutes*  
*January 6, 2020*

Members present:

Chairperson Beth Bailey  
Linda Lowman  
Diane Hanlon  
Gary Stewart  
A. Lee McLin  
Gene Gaulin  
Quinn Witte

Members absent:

Others present:

Planning Director Breakfield  
Zoning Administrator Blackston  
Mayor Fuesser  
Anita Hardin  
Tracy Ferguson  
Maggie McDaniel  
Brian Lawton  
Dr. Emery Johnston  
Cindy Menz

Chairperson Beth Bailey called the meeting to order at 6:30 p.m.

**The first item of business** was approval of the draft Minutes from the December 2, 2019 meeting. Upon a Motion by Gene Gaulin, seconded by Diane Hanlon, the Board unanimously approved the Minutes based on the inclusion of a requested revision.

**The second item of business** was consideration of a certificate of appropriateness (COA) application for renovations to house and demolition of a storage building at 14 East Jefferson Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by A. Lee McLin, the Board unanimously approved the demolition portion of the application.

After discussion and upon a Motion by Gary Stewart, seconded by Quinn Witte, the Board unanimously approved the renovations including raising the ceiling of the home as noted on the COA application.

**The third item of business** was consideration of a COA application for a new single family dwelling to be located at 20 White Rose Lane.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Linda Lowman, seconded by Gene Gaulin, the Board unanimously conditionally approved the application including the following conditions:

- all-clad aluminum windows
- hardi-plank siding must be used

**The fourth item of business** was consideration of a COA application for new signage and a mural at 19 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Gene Gaulin, seconded by Quinn Witte, the Board approved the application as submitted (Gary Stewart and Linda Lowman voted in opposition).

**The fifth item of business** was consideration of a COA application from Downtown Music & More for a deck addition at 71 North Congress Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application did not fully comply with the HDCDS.

After discussion and upon a Motion by Diane Hanlon, seconded by Quinn Witte, the Board unanimously conditionally approved the application based on the vertical exterior profiles of the deck being painted a color that matches a primary color of the existing building within 8 months.

**The sixth item of business** was consideration of a COA application for an accessory shed addition at 212 East Liberty Street.

Planning Director Breakfield reminded the Board of requirements from the Historical District Construction Design Standards (HDCDS).

Per the evaluation process detailed in the HDCDS, the Board made the following findings of facts regarding the proposal:

1. The subject property is historic and located in a largely-intact, historically, architecturally, and culturally-significant area.
2. The subject certificate of appropriateness application complied with the HDCDS.

After discussion and upon a Motion by Gary Stewart, seconded by Gene Gaulin, the Board unanimously approved the application as submitted.

**The seventh item of business** was consideration of a Special Tax Assessment Preliminary Certification application for renovations for the property located at 5 & 7 West Liberty Street.

After discussion and upon a Motion by Beth Bailey, seconded by Gene Gaulin, the Board unanimously approved the application finding that it met all necessary requirements.

The Board asked that its part of the Special Tax Assessment application review process be limited to the review of the COA application and that other aspects of the review process be handled by staff. In particular, it was noted that as long as the project complies with the approved COA, staff could handle the preliminary and final special tax assessment applications.

Planning Director Breakfield indicated that he would work on an ordinance revision to facilitate this request.

**The seventh item of business** was review of the meeting date for February. All Board members agreed to move the meeting to Tuesday, February 4, 2020.

There being no further business, the meeting was adjourned at 7:30 pm.

Respectfully submitted,

C. David Breakfield, Jr. AICP, MCP  
Planning Director

cc: File, Board of Architectural Review 1/6/2020  
Seth Duncan, City Manager